

CTED WorkFirst Business Outreach
Bridging Economic Development and Workforce Development
“Bridge” Concept
2004-2005

Concept Paper Cover Page

(Due August 27, 2004)

Organization:

Address:

Contact Person:

Phone:

Email:

Project Start Date:

End Date:

Amount Requested:

Service Area by County(ies):

WorkFirst Local Planning Area:

Contact Person:

Phone:

Email:

Is this proposal a: ☐ **New Project**

☐ **Continuation of an existing project**

Match Resource(s):

Amount:

☐ **Cash** ☐ **in-kind**

Number of WorkFirst adults to be served

Number of job placements

wage increases

training completion

Information provided

mentoring partnerships

Other: -

Key Project Strategy (check all that apply):

☐ Establish long-term workforce development relationships between business/industry and WorkFirst

☐ Develop new support methods or structures that meet the needs of TANF and low-wage workers to increase self-sufficiency through wage progression and job retention

☐ Leverage skill development opportunities through on-the-job training or formal training

☐ Establish coaching or mentoring program for unemployed and disadvantaged workers to prepare them for entry-level jobs in the industry

☐ Build on existing low-income incubator projects or support TANF self-employment projects

☐ Address the shortage of employers who hire non-English speaking and/or minority workers

☐ Connect with local tribal enterprise projects

Other: Please specify

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Project Description

(Maximum two pages only. You may use the following subject lines and delete the respective descriptions to save space.)

- I. Statement of Need.** Briefly describe the community needs as they relate to economic and workforce development, such as labor shortages, inefficiencies, unmatched resources, etc.
- II. Unique Opportunity.** Identify the condition that will enable this project to be successful in bringing about substantial impact. Please include demand and benefit factors driven by businesses/industries and WorkFirst job seekers.
- III. Project Description.** Describe the key components of the project.
- IV. Proposed Activities and Timelines.** Outline key action steps and timeline. Note: Activities should conclude by June 30, 2005.
- V. Performance Outcome.** Describe performance measures such as the number of individuals to be served, number of hires, average weekly income, average weekly wage increase, etc.
- VI. Partnership/Leverage/Coordination.** Identify key economic development, business, industry, WorkFirst and workforce development partners who have made commitments to the project. Include name of organizations, contact persons' name, title, phone number and email address as an attachment (not counted towards the two-page limit). No support letters are necessary at this time.
- VII. Budget.**

	Funds Requested	Match	Description
Salaries and Benefits			
Travel			
Goods and Services			
Subcontract			
Equipment			
Other: Please specify.			
Direct Program Administration. Not to exceed 5% of budget.			
TOTAL			

Please describe sources of match funds. Identify whether they are in-kind or cash.